



City of Key West
Planning Department
1300 White Street / Key West, FL 33040
(305) 809-3723

Building Permit Allocation System (BPAS)
Year 5 Schedule for 2017-2018 Application Cycle and Review Process
(Revised 9/27/2017)

Saturday, July 1, 2017	BPAS Allocation Application and supporting documents available online at cityofkeywest-fl.gov/Planning and in person at the Planning Department on Monday, July 3rd - 1300 White Street.
Monday, July 3, 2017- Friday, November 3, 2017	Pre-application meetings with staff are recommended. Please call staff at 305-809-3720 to set up a submittal meeting. Final applications are due no later than Friday, November 3, by 5pm EST. LATE APPLICATIONS WILL NOT BE ACCEPTED. Applications deemed incomplete will not be accepted.
Friday, December 1, 2017	Initial ranking and staff comment letter.
Friday, January 5, 2018	Final deadline for submission of additional information.
February - March 2018	Planning Board Ranking and Final Determination of Award. Publicly noticed meeting.

Applicants may submit development review applications including but not limited to development plans, conditional use, and/or variance applications prior to or along with the BPAS application; however, approvals will be conditioned upon the allocation of units.